



# STATE OF IOWA

CHESTER J. CULVER, GOVERNOR  
PATTY JUDGE, LT. GOVERNOR

DEPARTMENT OF EDUCATION  
JUDY A. JEFFREY, DIRECTOR

DATE: April 30, 2008

TO: Community College Presidents  
Local Education Agency Superintendents  
Postsecondary Perkins Local Application Contact Persons  
Secondary Perkins Local Application Contact Persons

FROM: Janice Nahra Friedel, Ph.D.  
Administrator and State Director of Career and Education  
Division of Community Colleges and Workforce Preparation

SUBJECT: **Materials for Filing the FY09-13 Carl D. Perkins Application**

Please find attached the instructions for completing the FY09-13 Perkins Basic Grant application, the FY 09-13 Perkins Basic Application (Attachment A), the approval check list (Attachment B), and the FY09 allocation tables for K-12 districts (Attachment C) and the community colleges (Attachment D). The application is aligned with the reauthorized Carl D. Perkins Technical Education Act of 2006, and Iowa's Perkins IV Five-Year State Plan (2009-2013)" which was approved by the State Board of Education on April 3, 2008.

As in previous years, each local education agency and community college is allocated funds based on a formula prescribed by the Act. Eligible recipients may submit a local plan as an individual applicant or as a member of a consortium. To apply as an individual applicant, secondary school districts must have a minimum allocation of \$15,000, and community colleges must have a minimum allocation of \$50,000. A consortium must consist of two or more secondary school districts that have a combined allocation that exceeds \$15,000, or two or more community colleges that have a combined allocation that exceeds \$50,000.

Each recipient may elect to submit an application for one year (FY 09) or for five years (FY 09-13). If a recipient elects to submit a five year plan, we are requesting that the applicant submit a budget based on the funding level as projected for FY 09 for each of the years included in the application. The recipient will be required to annually update the budget and demonstrate successful completion of the previous year's action plan via submittal of a year report. If a recipient elects to submit an application for one year, the recipient will be required to submit an application for the remaining four years (FY 10-13) of the grant period on or before June 1, 2009. As in the past, an approved application may be amended as needed by submitting the amended portion of the application and

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documentation that the amendment has been approved by all of the entities participating in the grant.

The accountability requirements within the Perkins Act require participating districts and community colleges to annually monitor and ***report student attainment data on ALL students participating in all of their career and technical programs.*** Part II of the application describes a process that utilizes aggregated performance data from the immediate previous academic year as the baseline data for the negotiation of the projected level of performance for the grant's initial award period (2008-09 academic year). The data for this item will be mailed under a separate cover next week to each district's/community college's chief administrator and the Perkins contact person as identified by the grants current fiscal agent. (This will be the data was submitted by the participating districts and colleges at the close of the 2006-07 academic year Project EASIER plus CTE and the Community College Management Information System.)

Additional materials that are fiscal agent specific (aggregated FY 06 performance levels for all programs offered by the consortium's members and a list of programs to be offered by the districts in the 2008-09 academic year) will also be mailed to the contact person for each fiscal agent under separate cover next week.

Department staff members who are serving as liaisons for the Perkins grants will be conducting technical assistance workshops in the 15 community college areas of the state. These staff members will be forwarding additional information concerning these workshops dates, locations, etc.

Applications will be reviewed for approval as received. However, to ensure approval prior to June 30, 2008, it is necessary to **submit an ORIGINAL and ONE copy of the application by June 2, 2008, to:**

**Attn: Pat Vrbn  
Division of Community Colleges and  
Workforce Preparation  
Iowa Department of Education  
Grimes State Office Building  
Des Moines, IA 50319-0146**

If you have any questions regarding the FY 09-13 application, please contact Roger Foelske, Administrative Consultant, Bureau of Community Colleges and Career and Technical Education at 515/281-4700 or via e-mail at [roger.foelske@iowa.gov](mailto:roger.foelske@iowa.gov) or the Perkins' regional liaison assigned to your district or community college

cc: Roger Foelske, Roger Utman, Perkins Regional Liaisons (see attachment)  
Attachments: Application Instructions, Application , Approval Checklist, Secondary Allocation Tables, & Post-secondary Allocation Tables

**Iowa Department of Education  
Division of Community Colleges and Workforce Preparation  
Regional Liaisons for Perkins Grants**

Region I	Janet Woodruff	515-281-8488	<a href="mailto:janet.woodruff@iowa.gov">janet.woodruff@iowa.gov</a>
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Region XV	Jeanette Thomas	515-281-3636	<a href="mailto:jeanette.thomas@iowa.gov">jeanette.thomas@iowa.gov</a>
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